

How You Can Take Part in the Training

Small businesses specialists and government acquisition professionals can request training for their area (provided at no cost) by contacting:

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Individual small businesses can take advantage of this training by contacting their local Air Force small business office. Training sessions by the AFOPO and DCAA can be arranged as part of an industry day or outreach event.



AFOPO & DCAA Partnership



AFOPO

Advocates for Small Business

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Advocates for Small Business



The Air Force Outreach Program Office (**AFOPO**) and the Defense Contracting Auditing Agency (**DCAA**) formed their first-ever partnership in July 2002 to provide training to Air Force acquisition personnel and small businesses.

The partnership was established as a direct result of the need for training in accounting and financial aspects of government contracting. Since the partnership was formed, hundreds of acquisition professionals have been trained and more than 250 small businesses have received instruction on what constitutes an acceptable accounting system and sound business practices.

Beginning of a Partnership

This creative partnership between the AFOPO and DCAA supports a joint mission of supporting the increased use of small businesses to fulfill Air Force requirements. This is done through assistance, information, training and advocacy by both DCAA and AFOPO personnel.



*Pete Gonzales, DCAA,
conducting a basic cost principles
training course*

The AFOPO's website,
www.AirForceOutreach.org

has an online training module that introduces acquisition professionals to DCAA and explains the agency's products and services, including:

- Pre- and post contract award financial responsibility/capability audits
- Audits of the contractors' internal financial accounting and management systems
- Audits of other contractor business practices, such as capital investment projects, production, and use of government furnished property

Available Onsite Training Courses:

- Federal Acquisition Regulations (FAR) -31 basic cost principles
- Elements of an adequate accounting system
- Elements of an adequate labor charging system (time keeping)
- Financial proposal preparation
- Avoiding pitfalls of defective pricing

These classes are typically conducted during outreach events or industry days, and can be tailored to businesses. A minimum of 30 attendees is requested before AFOPO and DCAA can commit to the training course.

DCAA has designed a one-hour course specifically for small business specialists to help them reach their small business goals titled: **"How to Use DCAA Effectively."**

